# Employee Post-Travel Disclosure of Travel Expenses

Date/Time Stamp: SECRETARY OF THE SENATE PUBLIC RECORDS

2018 JUN 19 PM 1:28

Post-Travel Filing Instructions: Complete this form within 30 days of returning from travel. Submit all forms to the Office of Public Records in 232 Hart Building.

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ravel date(s): May 2	6 to June 2, 2018	<u> </u>		·
ame of accompanyin elationship to Travel	g family member (if a er:   Spouse	ny): Child		
	OSTS IN EMPLOYEE	EASE DUE TO THE ACC EXPENSES. (Attach addit		SE OR DEPENDENT CHILD
	Transportation Expenses	Lodging Expenses	Meal Expenses	Other Expenses (Amount & Description)
☐ Good Faith Estimate				
Actual Amount	\$3,231.53	\$1,146.76	\$536.10	None
xpenses for Accomp	anying Spouse or De	ependent Child (if applie	able):	
	Transportation Expenses	Lodging Expenses	Meal Expenses	Other Expenses (Amount & Description)
☐ Good Faith Estimate				
☐ Actual Amount	None	None	None	None
rovide a description				ttach additional pages if relations and high-lev
necessary.): Attended		sector leaders		
necessary.): Attended	society and private		May	Beth Vishil (Signature of traveler)
government, civil s  (Date)	Mary Beth (Printed r	Vrahe I name of traveler)	May	Beth Vishil (Signature of traveler)
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necessary.): Attended government, civil so (Date)  TO BE COMPLETED have made a determination of the complete co	Mary Beth (Printed research)  O BY SUPERVISING that the expense	Vrahel name of traveler)  MEMBER/OFFICER: es set out above in connection, lodging, and related	ctions with travel des	cribed in the <i>Employee Pre</i>

In compliance with Rule 35.2(a) and (c), I make the following disclosures with respect to travel expenses that have been or will

Name of Traveler:	Mary Beth Vrabel
Employing Office/Committee:	Senate Finance Committee
Private Sponsor(s) (list all): Japan Center	for International Exchange
Travel date(s): May 26, 2018 through Ju	ine 2, 2018
	or any reason you must notify the Committee.
Destination(s): Japan: Tokyo & Kyoto	
Explain how this trip is specifically connected	ed to the traveler's official or representational duties:
system and how Japan is addressing issues suggested and how Japan is addressing issues suggested and its addressing issues and its addressing its addressing issues and its addressing its addressing issues and its addressing	al structure and policymaking, this trip will include a briefing on Japan's health care ich as containing medical costs, dealing with an aging population, and maintaining or the Senate Finance Committee, I focus on issues related to Medicare. As the ues faced by Japan's health care system, understanding how policymakers in Japan work developing and analyzing policies to strengthen the Medicare program.
Name of accompanying family member (if a	
Relationship to Employee: Spouse	Child
I certify that the information contained in thi	is form is true, complete and correct to the best of my knowledge:
4/24/2018 (Date)	Mary Beth Vishel (Signature of Employee)
(Date)	(Signature of Employee)
TO DE COMBI ETED DV CI DEDVICACIO CENI	ATOR/OFFICER (President of the Senate, Secretary of the Senate, Sergeant at Arms, ority, and Chaplain):
Secretary for the Majority, Secretary for the Mine	
•	hereby authorize

I have also determined that the attendance of the employee's spouse or child is appropriate to assist in the representation

Con Under (Signature of Supervising Senator/Officer)

EMPLOYEE PRE-TRAVEL AUTHORIZATION

Pre-Travel Filing Instructions: Complete and submit this form at least 30 days

prior to the travel departure date to the Select Committee on Ethics in SH-220.

Incomplete and late travel submissions will not be considered or approved. This

form must be typed and is available as a fillable PDF on the Committee's website

(Date)

private gain.

of the Senate. (signify "yes" by checking box)

Date/Time Stamp:



135 West 29th Street, Suite 303, New York, NY 10001 Tel: (212) 679-4130 Fax: (212) 679-8410

URL: http://www.jcie.org

April 5, 2018

Ms. Beth Vrabel
Senior Health Counsel
U.S. Senate Committee on Finance
219 Dirksen Senate Office Building,
Washington, DC 20510

Dear Ms. Vrabel,

It is with great pleasure that I officially invite you to participate in the Japan Center for International Exchange's 2018 US Congressional Staff Exchange Program in Japan. This intensive weeklong study program will be held from May 27– June 2, and it will involve meetings with high-level government, civil society, and private sector leaders as well as briefings from leading policy experts in Japan.

We ask that participants arrive in Tokyo on Sunday, May 27, which requires departing from the United States on Saturday, May 26. At the end of the program, we plan for the group to leave Japan on Saturday, June 2, and arrive in Washington DC on the same day. JCIE will make all of the necessary travel arrangements. As a program participant, economy class airfare to Japan, domestic travel in Japan, lodging, meals, and all other program-related expenses will be covered by JCIE. Prior to the trip we will host a pre-departure briefing in mid- to late May.

As you know, JCIE, which is a New York-based 501(c)(3) nonprofit organization, is the sponsor of the program, and the program is made possible by funding provided by the Japan-US Friendship Commission, a US federal agency.

My colleague Mercedes Trent will be in touch with you later regarding ethics forms, travel details, and similar matters. In the meantime, please do not hesitate to contact us if you need additional information. It is a very important time in US-Japan relations, and I feel that this year's program will be a particularly fascinating one. We are grateful that you can join the program and look forward to your participation.

Sincerely,

James Gannon

Executive Director

### PRIVATE SPONSOR TRAVEL CERTIFICATION FORM

This form must be completed by any private entity offering to provide travel or reimbursement for travel to Senate Members, officers, or employees (Senate Rule 35, clause 2). Each sponsor of a fact-finding trip must sign the completed form. The trip sponsor(s) must provide a copy of the completed form to each invited Senate traveler, who will then forward it to the Ethics Committee with any other required materials. The trip sponsor(s) should **NOT** submit the form directly to the Ethics Committee. Please consult the accompanying instructions for more detailed definitions and other key information.

The Senate Member, officer, or employee MUST also provide a copy of this form, along with the appropriate travel authorization and reimbursement form, to the Office of Public Records (OPR), Room 232 of the Hart Building, within thirty (30) days after the travel is completed.

1.	Sponsor(s) of the trip (please list all sponsors):
) 	Description of the trip: U.S. Congressional Staff Exchange to Japan: Fact-finding trip on U.SJapan
	security, economics and political relations
3.	Dates of travel: May 26 to June 2, 2018
ļ.	Place of travel: Japan: Tokyo and Kyoto
· .	Name and title of Senate invitees: Please see attached
5.	I certify that the trip fits one of the following categories:  (A) The sponsor(s) are not registered lobbyists or agents of a foreign principal <u>and</u> do not retain or employ registered lobbyists or agents of a foreign principal <u>and</u> no lobbyist or agents of a foreign principal will accompany the Member, officer, or employee at any point throughout the trip.
	(B) The sponsor or sponsors are not registered lobbyists or agents of a foreign principal, but retain or employ one or more registered lobbyists or agents of a foreign principal and the trip meets the requirements of Senate Rule 35.2(a)(2)(A)(i) or (ii) (see question 9).
•	I certify that the trip will not be financed in any part by a registered lobbyist or agent of a foreign principal.
	I certify that the sponsor or sponsors will not accept funds or in-kind contributions earmarked directly or indirectly for the purpose of financing this specific trip from a registered lobbyist or agent of a foreign principal or from a private entity that retains or employs one or more registered lobbyists or agents of a foreign principal.
3.	I certify that:  The trip will not in any part be planned, organized, requested, or arranged by a registered lobbyist or agent of a foreign principal except for de minimis lobbyist involvement.  AND=
	The traveler will not be accompanied on the trip by a registered lobbyist or agent of a foreign principal except as provided for by Committee regulations relating to lobbyist accompaniment (see question 9).

9.	USE ONLY IF YOU CHECKED QUESTION 6(B)  I certify that if the sponsor or sponsors retain or employ one or more registered lobbyists or agents of a foreign principal, one of the following scenarios applies:
	(A) The trip is for attendance or participation in a one-day event (exclusive of travel time and one overnight stay) and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee on any segment of the trip.
	(B) The trip is for attendance or participation in a one-day event (exclusive of travel time and <b>two</b> overnight stays) and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee <i>on any segment</i> of the trip (see questions 6 and 10).
	(C) The trip is being sponsored only by an organization or organizations designated under § 501(c)(3) of the Internal Revenue Code of 1986 and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee at any point throughout the trip.
10.	USE ONLY IF YOU CHECKED QUESTION 9(B)  If the trip includes two overnight stays, please explain why the second night is practically required for Senate invitees to participate in the travel:
11.	An itinerary for the trip is attached to this form. I <i>certify</i> that the attached itinerary is a detailed (hourby-hour), complete, and final itinerary for the trip.
12.	Briefly describe the role of each sponsor in organizing and conducting the trip:
	JCIE is the sole sponsor of this trip, which is part of its U.SJapan Political Exchange Program.
13.	Briefly describe the stated mission of each sponsor and how the purpose of the trip relates to that mission:  JCIE promotes U.SJapan dialogue on foreign policy and in areas of common concern, and this program
	is designed to provide senior staffers with a deeper understanding of the U.SJapan relationship and the
	dynamics of Japanese policymaking.
14.	Briefly describe each sponsor's prior history of sponsoring congressional trips:
	JCIE has sponsored over 20 Congressional Staff Exchange trips to Japan and its U.SJapan
	Parliamentary Exchange has brought more than 280 Congressional and Diet members to each others'
	countries over the last 40 years.

JCIE is involved in va	rious policy dialogues ar	nd research activities	s to promote analysis	and discussion
critical issues facing J	Japan and the U.S.			
Total Expenses for Ea	ach Participant:			
	Transportation Expenses	Lodging Expenses	Meal Expenses	Other Expense
	\$3,095	\$1,210	\$564	N/A
Good Faith estimate				
Amounts				
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21.	Describe how the daily expenses for lodging, meals, and other expenses provided to trip participants compares to the maximum per diem rates for official Federal Government travel:
	The expenses fall below the maximum per diem rates for Tokyo and Kyoto as of 4/23/2018 as put forth on
	the State Department website.
22.	Describe the type and class of transportation being provided. Indicate whether coach, business-class or first class transportation will be provided. If first-class fare is being provided, please explain why first-class travel is necessary:
	Economy class airfare on commercial flights
24.	I represent that the travel expenses that will be paid for or reimbursed to Senate invitees do not include expenditures for recreational activities, alcohol, or entertainment (other than entertainment provided to all attendees as an integral part of the event, as permissible under Senate Rule 35).  List any entertainment that will be provided to, paid for, or reimbursed to Senate invitees and explain why
	the entertainment is an integral part of the event:  N/A
25.	I hereby certify that the information contained herein is true, complete and correct. (For trips involving more than one sponsor, you must include a completed signature page for each additional sponsor):  Signature of Travel Sponsor:
	James Gannon, Executive Director Name and Title:
	Japan Center for International Exchange (JCIE/USA)  Name of Organization:
	135 West 29th Street, Suite 303, New York, NY 10001 Address:
	212.679.8410 Telephone Number:
	212.679.8410 Fax Number:
	jgannon@jcie.org E-mail Address:

## JCIE Congressional Staff Exchange Program

### Names and Titles of Senate Invitees

### **Senate Invitees**

Beth Vrabel, Senior Health Counsel, Senate Finance Committee

Jeyben Castro, Outreach Director, Senate Finance Committee Hispanic Affairs Task

Force

Nathan Robinson, Professional Staff, Senate Committee on Appropriations

Mathew Fuentes, Legislative Aide, Office of Senate Minority Leader Chuck Schumer

### Japan Center for International Exchange (JCIE)

# US Congressional Staff Exchange Program

2018 Delegation to Japan

May 26–June 2, 2018

#### **SCHEDULE**

	SCHEDULE
Saturday, May 26	
12:35	Depart Washington Dulles International Airport [UA803]
Sunday, May 27	
15:25	Arrive at Narita Airport
16:15-17:45	Travel to Tokyo by bus, check in to Hotel New Otani
18:15- 20:30	Orientation dinner [Restaurant Satsuki, The Main Building, Hotel New Otani]
	Hideko Katsumata, Executive Director & COO, Japan Center for International Exchange (JCIE/Japan)
	Hifumi Tajima, Chief Program Officer, JCIE/Japan
	James Gannon, Executive Director, JCIE/USA
	Briefing on the program, key trends in the Japanese policy debate and US-Japan relations, and expectations for participants
Monday, May 28	
8:40	Meet in the lobby ("Garden Tower Lobby")

8:40	Meet in the lobby ("Garden Tower Lobby")	
8:45-8:55	Bus from hotel to JCIE office	
9:00-9:30	Program Overview  Akio Okawara President Japan Center for I	[JCIE]
	Akio Okawara, President, Japan Center for In	
	Welcome and brief background on the week's m key issues in US-Japan relations likely to be rai.	<del>-</del>
9:30-10:30	The Japanese Way of Politics	[JCIE]
	Gerald Curtis, Burgess Professor Emeritus, 6 Fellow, JCIE	Columbia University; Senior

Background on the Japanese political system, top issues in the domestic political debate, and the implications for US-Japan relations by the most prominent American expert on Japanese politics

10:30-11:45		r Fellow, JCIE; Chairman, Institute for y (IIS), Japan Research Institute, Ltd; Former
		oan's leading foreign policy strategists on Japan's s well as on his personal experiences conducting th North Korea
11:45-12:00	Travel by bus to restauran	t
12:00-13:15	Briefing by Ministry of I Economics Ties"	Foreign Affairs — "The US-Japan Alliance and [Japanese Restaurant Kioicho Kichiza]
	Bureau	Deputy Director-General, North American Affairs ty Director, Second North American Division th American Division
		ior officials from the Ministry of Foreign Affairs' n US-Japan security relations, trade, security, and operation
13:15-13:30	Travel by bus to JR Centra	al Tokyo Station Control Center
13:30-15:30	Briefing on Japan's High Control Center	Speed Rail & Guided Tour of Tokyo Station
	Japan Railway Com Hideki Sakai, Manage Division, Central Jap	eral Manager, International Department, Central bany c, General Control Center, Shinkansen Operations ban Railway Company cional Department, Central Japan Railway
		ay system and guided tour of the train control ne of Japan's biggest train stations and the ns to Tokyo
16:00-16:30	Return to hotel	
17:00-18:00	Optional visit to Asakusa	area
18:30-20:00	Dinner in Asakusa area	[Ocomo Okonomiyaki Restaurant]
20:00	Return to hotel by taxi	

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7:55 Meet for breakfast

### 8:00-9:15 Breakfast Roundtable with Up-and-Coming Leaders in the Diet

[Room Yamabuki, Garden Tower Banquet Floor, Hotel New Otani]

Hon. Yukihisa Fujita, Member, House of Councillors (Democratic Party for the People - DPFP)

Hon. Shinichi Isa, Member, House of Representatives (Komeito)

Hon. Hitoshi Kikawada, Member, House of Representatives (Liberal Democratic Party - LDP)

Hon. Takao Ochi, State Minister of the Cabinet Office; Member, House of Representatives (LDP)

Hon. Keisuke Suzuki, Member, House of Representatives (LDP)

Hon. Yuichiro Tamaki, Member, House of Representatives; Co-leader, Democratic Party for the People (DPFP)

Hon. Kiyohiko Toyama, Member House of Representatives (Komeito)

Hon. Miki Yamada, Member, House of Representatives (LDP)

Roundtable discussion with Diet members, many of whom are in their 40s and 50s, on how Japanese legislators view US-Japan relations and what they feel the key priorities need to be. One of the members, Takao Ochi, is currently serving in the Cabinet as state minister (deputy minister), and another, Yuichiro Tamaki, is head of one of the two major opposition parties.

9:20-10:00

Travel by bus to Meguro Air Base

10:00-11:30

# Site Visit to Air Staff College & Briefing on Japan's Security Policy and the Self Defense Forces

[Air Staff College-Meguro Airbase]

Lt. Gen. Jun Nagashima, Commandant, Air Staff College/Meguro Air Base; Commander, Meguro Air Base, Japan Air Self Defense Force Lt Col. Seiji Manabe, Air Staff College

+ Other SDF officers

The Air Staff College educates senior officers in the Air Self Defense Forces and caries out research activities in support of the SDF. The commandant of the college will give an overview of Japanese security policy, including issues such as the capabilities relevant for a contingency on the Korean Peninsula and US-Japan defense relations

11:30-12:00

Travel by bus to JCIE Office

12:00-14:00	Roundtable on US-Asia Relations with Foreign Policy Experts [JCIE]
	Nobumasa Akiyama, Professor, Graduate School of Law and School of International Public Policy, Hitotsubashi University
	Shoichi Itoh, Manager, Senior Analyst, Global Energy Group 2, Strategy and Industry Research Unit, Institute of Energy Economics, Japan
	Mie Oba, Professor, Faculty of Engineering, Liberal Arts, Tokyo University of Science
	Ryo Sahashi, Professor of International Politics & Director, Center for Asian Studies, Kanagawa University
	Tsuneo Watanabe, Senior Fellow, Sasakawa Peace Foundation
	Roundtable discussion on regional relations in East Asia with mid-career experts on US-Japan relations, as well as relations with Korea, China, and Taiwan.
14:30-15:30	Healthcare Systems & Financing – Japan's Experience [JCIE]
	Hideki Hashimoto, Professor of Mental Health, School of Public Health, University of Tokyo
	Briefing on Japan's healthcare system and ways in which policymakers address various issues such as containing medical costs, dealing with an aging population, and maintaining quality of service
15:30-15:50	Travel by bus to US Embassy; proceed through security
16:00-17:15	US Embassy Briefing on US-Japan Relations [US Embassy] Rob Rapson, Political Minister-Counselor
	Clay Adler, Deputy Consul General
	Brittany Banta, Commercial Officer
	Jim Town, Economic Officer
	Briefing on issues in US-Japan relations including military bases in Japan, the role of the US-Japan alliance in terms of policy towards North Korea and China, trade relations, etc.
17:15-17:30	Return to hotel by bus
18:15	Depart by bus for dinner in Shibuya
18:30-21:00	Dinner in Shibuya
21:00	Return to hotel

dnesday, May	
7:55	Meet for breakfast
8:00-9:00	Opposition Party Views on the Japanese Policy Agenda
	[Room Kiku, Banquet Floor, Garden Tower, Hotel New Otani]
	Hon. Tetsuro Fukuyama, Secretary –General, Constitutional Democratic Party; Member of the House of Councillors (CDP)
	The Japanese opposition has split into two main parties, the Constitutional Democratic Party (CDP) and the Democratic Party for the People (DPFP). One of the CDP's top leaders, Sen. Tetsuro Fukuyama will discuss the direction of the Constitutional Democratic Party's policy initiatives and the influence of minority parties in Japanese policymaking.
9:35-9:45	Travel by bus to the Cabinet Office
9:45-11:00	Japan's Trade Policy and Prospects for TPP Expansion [Cabinet Office]
	Atsuyuki Oike, Deputy Chief Negotiator of Governmental Headquarters for the TPP
	Briefing on Japan's trade policy, the contents and strategic implications of the TPP-11 trade deal, and the prospects for expanding it to include the United States, Korea, and other countries.
1:00-11:30	Travel by bus to Japan Business Federation Headquarters
1:30-13:30	Japanese Business Perspectives on US-Japan Economic Relations [Room 404, Keidanren Kaikan 4F]
	Junichiro Hashimoto, Manager, Government & External Relations Division, Mitsubishi Electric Corporation
	Tomohisa Kanaida, General Manager, Government & External Relations Dept., Tokio Marine & Nichido Fire Insurance Co.
	Ippei Matsumura, International Affairs Bureau, Japan Business Federation (Keidanren)
	Katsuro Nemoto, Managing Director, Japan Business Federation
	Hirofumi Noda, Acting Director General, Japan-US Business Council

Saki Sakuma, International Affairs Bureau, Japan Business Federation

Takashi Okura, Senior Manager, International Policy Division,

Government & External Relations Group, Hitachi

Akihiko Sato, Corporate Planning Division, Economic Research Office, MUFG Bank, Ltd.

Meguru Shinoda, General Manager, Corporate Planning Dept, Sumitomo Mitsui Banking Corporation Yasuhiro Uozumi, Executive Director, Keidanren USA

Teruko Wada, Deputy Director, International Affairs Bureau, Japan Business Federation

Ryota Yoshimura, Deputy General Manager, Global Coordination Department, Sumitomo Corporation

Roundtable discussions with business executives from top Japanese companies on US-Japan trade relations, market access and non-tariff barriers, and investment in the United States. This is convened at the headquarters of the Japan Business Federation (Keidanren), which is analogous to the US Chamber of Commerce.

13:30-13:50 Travel by bus to the Liberal Democratic Party Office

### 14:00-14:30 Discussion with Former Foreign Minister Fumio Kishida

[LDP Headquarters Building]

Hon. Fumio Kishida, Chair, Policy Research Council, Liberal Democratic Party (LDP); former Minister for Foreign Affairs; Member, House of Representatives

Discussion on the priorities of Japan's ruling party, the LDP, and a senior leader's view of US-Japan relations. As chair of the LDP's Policy Research Council, Representative Kishida is one of the most prominent powerbrokers in the party and he is widely considered to be the most likely candidate to succeed Prime Minister Abe in the premiership.

14:40-14:50 Travel by bus to JCIE offices

# 15:00-16:30 Ministry of Transportation Briefing: Japan's Transportation [JCIE]

Koichiro Kakee, Assistant Vice-Minister for International Affairs, Ministry of Land, Infrastructure, Transport and Tourism

Taro Kobayashi, Director for International Affairs, Ministry of Land, Infrastructure, Transport and Tourism

Sho Ishii, Director for Overseas Projects, International Policy and Project Division Railway Bureau, Ministry of Land, Infrastructure, Transport and Tourism

Kengo Yabe, Deputy Director, Engeineering Policy Divisioin, Road Transport Bureau, Ministry of Land, Infrastructure, Transport and Tourism

Hayato Nukumizu, International Policy Bureau, Ministry of Land, Infrastructure, Transport and Tourism

Briefing on Japanese transportation infrastructure, particularly high-speed rail and new technological developments as well as how issues such as financing are navigated

16:40-18:40 Free time

18:40-18:55 Travel by bus to dinner

### 19:00-21:45 Breakout Dinner Discussion on US-Japan Relations

[Chinese Restaurant Iwaen]

Takaaki Asano, Senior Analyst, International Analysis Dept., Sumitomo Corporation Global Research Co. Ltd.

Toshihito Fujita, Department Director, Planning & Research Dept., Japan Overseas Enterprises Association

Masashi Hamade, Director, Strategic Planning, Asia Pacific, ANA Holdings Inc.

Emiko Ikeda, Assistant Manager, Government & External Relations Division, Hitachi, Ltd.

Ryohei Kasahara, Lead Research Associate, ITOCHU Economic Research Institute

Toshihiro Menju, Chief Program Officer, JCIE

Keiko Namba, Principal Deputy Director, Second Middle East Division, Middle Eastern and African Affairs Bureau, Ministry of Foreign Affairs of Japan

Tomohiko Sugiura, Americas Group, Overseas Dept. No.1, Overseas External Affairs Div., Toyota Motor Corporation

We will split up for group discussions with English-speaking business leaders, foreign policy practitioners, and experts for dinner discussions on key issues in US-Japan relations. The participants are drawn from the alumni of the "Tanaka Juku" study group on foreign policy issues.

21:00-21:15 Return

Return to hotel by taxi

### Thursday, May 31

9:00-11:17	Bullet Train from Tokyo Station to Kyoto Station / Onboard briefing
8:05-8:30	Travel by taxi to Tokyo Station
8:00	Check out of hotel & meet in lobby

Onboard briefing on Kyoto meetings, the city's national influence, and its efforts to play a leading global role in terms of sustainability.

11:20-11:40

Travel by van to Hotel Nikko Princess Kyoto to drop off luggage

11:40-12:00

Travel by van to Kamishichiken area

12:00-13:45

Briefing and Site Visit on Urban Sustainability and Local Economic Revitalization [Kamishichiken Kurosuke Restaurant]

Fusae Kojima, President, Kyo-Machiya Council

Luncheon briefing by the head of a citizen's group that has let a city-wide initiative to save Kyoto's traditional 'machiya' style buildings and help businesses and residents reprovate them for modern was in order to present

businesses and residents renovate them for modern use in order to preserve the city's historic legacy and spur community revitalization. This will take place inside of a restaurant that has been opened in one of the buildings rescued and restored under the Kyoto Machiya Revitalization Project.

13:45-14:00 Travel by van to Urasenke headquarters

14:00-16:00 Briefing on Japanese Cultural Diplomacy by Urasenke Tankokai [Urasenke Headquarters]

Hiroaki Ueda, Section Chief, International Affairs Department, Urasenke Tankokai Federation

Soichi Yamamoto, Deputy Tea-master, Urasenke Konnichian Hideharu Sekine, Director General, Urasenke Foundatino

The Urasenke school of tea is one of the two major schools of tea ceremony in Japan, and it has an active public diplomacy program designed to utilize the practice of tea to bridge national, ethnic, and cultural divides to promote international understanding. Officials from the school's International Affairs Department and tea-masters will speak with the delegation about what can be learned about Japanese society and thinking from the "way of tea" and about the Urasenke school's work with the United Nations and other international organizations to promote international understanding. This meeting is made thanks to a special request by former Foreign Minister Seiji Maehara to the Urasenke grandmaster.

16:00-17:00

Meeting with former Foreign Minister Seiji Machara & site visit to District Diet Office (CXL-ed at last minute due to the Representative's need to return to Tokyo for a surprise Diet vote on labor reform)

Hon. Seiji Maehara, Member, House of Representatives; former Minister for Foreign Affairs; former President, Democratic Party of Japan

Rep. Seiji Maehara has been a key figure in the opposition camp for the last two decades, have served as foreign minister and, before that, as the leader of the Democratic Party of Japan. He will speak about the key issues that

local constituents find most critical and how foreign relations resonate at the district level.

17:00-17:20 Return by van to hotel & check-in

18:45-19:00 Travel by van to restaurant

### 19:00-21:30 The Role of Civil Society in Community Building

Hideko Katsumata, Executive Director & COO, JCIE; Director, Japan NPO Center; former Commissioner, Prime Minister's Commission on the Reform of Public Interest Corporations.

In this dinner discussion, Hideko Katsumata, one of the most prominent women leaders in Japan's nonprofit sector, will outline the growth of Japan's nonprofit sector since the 1990s, how it has struggled to serve as an alternative voice in a policymaking system that has been traditionally dominated by the government, and what nonprofit movements are doing to strengthen local communities in Kyoto and around Japan.

21:30 Return to hotel by taxi

### Friday, June 1

9:30-9:45 Depart hotel and travel by van to Kyoto City Hall

9:45 - 10:00 Background briefing on Kyoto City [Kyoto City Hall]

Masashi Yokoi, Director, Kyoto City Tourism & MICE Office, Kyoto City Hall

Senior city officials will give a brief overview of Kyoto's economic base.

10:00 - 10:45 Meeting with Kyoto Mayor Daisaku Kadokawa [Kyoto City Hall].

Hon. Daisaku Kadokawa, Mayor, City of Kyoto

Kyoto's mayor will talk about local government in Japan, Kyoto City's international initiatives, and the city's efforts leadership role on the global stage in terms of sustainability.

10:45 - 11:45 Kyoto's Sustainability and Local Economic Revitalization Agenda [Kyoto City Hall]

Takuya Nishimatsu, Director of Strategy, Tourism & MICE Office,

Kyoto City Hall

Briefing from Kyoto city hall officials on Kyoto's unique sustainability and economic revitalization efforts

14:30-15:30

11:45-12:10 Travel by van to Sakuranocho area 12:10-12:45 Ramen lunch in Sakuranocho area 12:45-13:00 Travel by van to Kyoto Prefectural Office 13:00-13:30 Meeting with Kyoto Governor Takatoshi Nishiwaki [Kyoto Prefectural Office] Hon. Takatoshi Nishiwaki, Governor, Kyoto Prefecture Kyoto Prefecture encompasses the city of Kyoto, which makes up roughly half of its population, as well as another 1500 square miles of largely rural land stretching west to the Sea of Japan. With 2.6 million residents, it is the 13th largest prefecture in Japan. Governor Nishiwaki will speak about local government relations with the central government as well as how international affairs, especially US-Japan relations, affect citizens and their businesses in the prefecture. 13:30-14:15 Briefing by Kyoto Prefectural Government Senior Officials on Japan's Local Government Operations & Visit to Floor of the Kyoto Prefectural Assembly [Kyoto Prefectural Assembly] Toshihara Ota, Executive Director, Secretariat for the Kyoto Prefectural Assembly Mr. Tanaka, Deputy Director, Secretariat for the Kyoto Prefectural Assembly Mr. Takamiya, Director of Parliamentary Affairs, Kyoto Prefectural Assembly Mr. Shikata, Director for Committee Affairs, Kyoto Prefectural Assembly Mr. Eguro, Director, International Affairs Office, Kyoto Prefectural Assembly Mr. Kakiuchi, Director, Director, Legislative Library, Kyoto Prefectural Assembly Senior officials will brief the delegation on the key issues facing the prefectural government as well as the operations of the prefectural assembly (analogous to a state legislature in the United States). 14:15-14:30 Travel by van to Kinkakuji

Religion and its Influence on Japanese Governance and Society

Reiko Kikuchi, Staff Member, Office of Representative Seiji Maehara

Kinkakuji Temple officials

Briefing on the role that Buddhism plays in contemporary Japanese society and how religion influences the policy debate. We will also be joined by district office staff from the office of Representative Seiji Maehara, who can speak from the viewpoint of policymakers.

15:45-16:15 Return to hotel by van

17:00-18:00 Optional visit to Fushimi Inari Taisha

19:00-21:45 Wrap-up dinner and debriefing

Hideko Katsumata, Executive Director & COO, Japan Center for International Exchange (JCIE/Japan)

Hifumi Tajima, Chief Program Officer, JCIE/Japan

James Gannon, Executive Director, JCIE/USA

At a wrap-up dinner with senior JCIE staff, the participants will reflect on the main opportunities and challenges for US-Japan relations that were raised during the program as well as next steps for remaining informed about and engaged in US-Japan relations.

22:00 Return to hotel by taxi

### Saturday, June 2

8:30	Check out of Kyoto Nikko Princess Hotel & meet in lobby
8:40-9:50	Travel by van to Osaka Itami Airport
11:00-12:15	Fly from Osaka Itami Airport to Tokyo Haneda Airport by ANA22
12:50-14:10	Travel by airport shuttle bus to Narita Airport
16:10	Depart Narita Airport to IAD by UA 804; arrive in US same day

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BRIAN SCHATZ, HAWAII
JEANNE SHAHEEN, NEW HAMPSHIRE

DEBORAH SUE MAYER, CHIEF COUNSEL AND STAFF DIRECTOR EMILY GERSHON, CHIEF CLERK

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# Anited States Senate

SELECT COMMITTEE ON ETHICS

May 16, 2018

Mary Beth Vrabel
Committee on Finance
United States Senate
Washington, DC 20510

Dear Ms. Vrabel:

This responds to your recent correspondence concerning an invitation you received to travel to the 2018 U.S. Congressional Staff Exchange Program, in Tokyo and Kyoto, Japan, on May 26-June 2, 2018, sponsored by the Japan Center for International Exchange (JCIE). JCIE certified to the Select Committee on Ethics (the Committee) that it will pay the necessary expenses<sup>1</sup> related to the travel and that it is neither a lobbyist, nor lobbying firm, nor agent of a foreign principal, and it is not otherwise acting as a representative or agent of a foreign government. JCIE has also certified that it does not retain or employ a registered lobbyist or agent of a foreign principal and that no registered lobbyist will accompany you at any point throughout your trip.<sup>2</sup>

Based on information and materials available to the Committee, and assuming the actual travel and travel-related expenses conform to the information and materials you provided, it appears that the proposed payment or reimbursement of necessary expenses for this trip may be accepted under relevant Senate Rules and the Committee's Regulations and Guidelines for Privately-Sponsored Travel, so long as at the time of the payment or reimbursement, JCIE is neither a registered lobbyist nor lobbying firm under the Lobbying Disclosure Act of 1995, nor an agent of a foreign principal under the Foreign Agents Registration Act (and is not otherwise acting as a representative or agent of a foreign government), and provided the travel and all required documents are disclosed to the Secretary of the Senate in accordance with the provisions of Senate Rules 34 and 35.

Under Senate Rule 35, Senate staff must receive advance authorization signed by the Member or officer under whose direct supervision the individual works in order to accept payment or reimbursement for necessary expenses related to fact-finding travel. Further, such authorization and expenses must be disclosed to the Secretary of the Senate by filing the completed *Employee Pre-Travel Authorization* and the *Employee Post-Travel Disclosure of Travel Expenses* (Form RE-1 and Form RE-2), along with a copy of the *Private Sponsor Travel* 

<sup>&</sup>lt;sup>1</sup> The term "necessary expenses" has a specific definition. See Select Committee on Ethics' Regulations and Guidelines for Privately-Sponsored Travel – Glossary of Terms at 8.

<sup>&</sup>lt;sup>2</sup> The term "any point throughout your trip" has a specific definition. See Select Committee on Ethics' Regulations and Guidelines for Privately-Sponsored Travel – Glossary of Terms at 2.

Certification Form, and all relevant attachments (e.g., the private sponsor's invitation and itinerary) within 30 days of the conclusion of Privately-Sponsored Travel.

The Committee has determined that § 501(c)(3) non-profit organizations that are classified as private foundations, as opposed to public charities, may not pay for transportation from the United States to a foreign country.<sup>3</sup> However, JCIE represented to the Committee that it is a § 501(c)(3) public charity, as opposed to a private foundation, pursuant to the Internal Revenue Code.<sup>4</sup>

Please be advised that the United States Constitution prohibits the acceptance of any gift, including a meal, from a foreign government without the consent of Congress. In the Foreign Gifts and Decorations Act (FGDA), Congress consented to the acceptance by federal government officials of: (1) gifts of minimal value and (2) travel or the expenses for travel taking place entirely outside the United States, from a foreign government (which includes those acting as a representative or agent of a foreign government). The Senate has defined minimal value as \$100 or less. Further, pursuant to FGDA, there are certain reporting and procedural requirements that are imposed upon Members, officers, and employees who accept gifts from a foreign government. Please review the Committee's "Dear Colleague" letter of January 16, 2018, setting forth the items to be included in filing that report.

Finally, Senate Rule 34 requires a reporting individual,<sup>6</sup> on his or her Financial Disclosure Report, to make an annual disclosure of the receipt of payments or reimbursements under Senate Rule 35 from a private sponsor for officially-related travel expenses where, in the aggregate, travel expenses exceed \$390 from that sponsor during a calendar year. However, if a Member, officer, or employee properly reports the receipt of necessary expenses for such travel to the Secretary of the Senate within 30 days of the travel, as discussed above, the travel expenses need not be disclosed a second time on their Financial Disclosure Report.

If you have any additional questions, please do not hesitate to contact the Committee.

Sincerely,

Deborah Sue Mayer

Chief Counsel and Staff Director

Debrah Sur Mayer

Enclosure: Travel Checklist

<sup>&</sup>lt;sup>3</sup> See 26 U.S.C. § 4941 et seq. Section 501(c)(3) of the Internal Revenue Code broadly defines non-profit, charitable, tax-exempt organizations. These § 501(c)(3) organizations are then further defined or designated as "public charities" and "private foundations."

<sup>&</sup>lt;sup>4</sup> 26 U.S.C. § 501(c)(3).

<sup>&</sup>lt;sup>5</sup> 5 U.S.C. § 7342.

<sup>&</sup>lt;sup>6</sup> A reporting individual is someone whose salary equals or exceeds 120% of the basic rate of pay for GS-15 (\$126,148 for CY 2018) or is a political fund designee and is required to file Financial Disclosure Reports.